

September 30, 2003

TO: NITC Commissioners

FROM: Rick Becker

SUBJECT: **State Government Council Report**

The following is a summary of the activities of the State Government Council since the last NITC meeting:

1. STANDARDS AND GUIDELINES DEVELOPMENT

The State Government Council, working with various interested agencies, has been developing standards and guidelines in a number of areas.

- Wireless Local Area Network Guidelines
- Remote Access Guidelines
- Blocking E-mail Attachments - Draft guidelines have been written for the purpose of limiting the exposure of the state's network to virus-laden attachments.
- Blocking Unsolicited Bulk E-mail / "SPAM" - Draft guidelines have been developed to provide guidance to agencies on blocking "spam."
- Nebraska.gov Domain Naming Convention - A draft standard for using the Nebraska.gov and NE.gov domain names is under review.
- E-mail Standard - The Council created a work group to review the existing e-mail standard for state government and to make recommendations regarding revisions to the standard. The work group has met regularly and is drafting a report and recommendations.

2. RECORDS RETENTION

A work group drafted a resource document entitled "Best Practices for Management of Lotus Notes E-mail Records." The document is intended to help agencies manage the retention of public records in the Lotus Notes e-mail environment. Staff from the Records Management Division assisted the work group. The Council reviewed and accepted the document at their meeting in September.

3. DIRECTORY SERVICES

The Directory Services Work Group, created earlier this year, provides policy input to the Nebraska Directory Services team at IMServices. The Nebraska Directory Services project involves the creation of an enterprise-level directory to provide secure authentication and access to various applications and subsystems in state government. The work group meets regularly to address issues raised by the implementation team. The work group's "Phase I Recommendations" were presented to the Council in August.